



5TH ICEVT 2018

SUBMISSION GUIDELINE

5TH INTERNATIONAL CONFERENCE ON
ELECTRIC VEHICULAR TECHNOLOGY

OCTOBER 30-31, 2018
ALILA HOTEL, SOLO, INDONESIA

ORGANIZED BY:

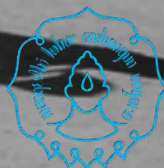


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EasyChair Instruction for Author

The submission and review of papers for 5th ICEVT 2018 will be managed through an online conference paper management system called EasyChair. Please note that the system is used to make sure the submission process runs smoothly and well-archived, therefore we strongly discouraged the author to proceed the submission outside the system (e.g. via e-mail). Please [contact us](#) if there are any technical issues regarding the submission process.

This system gives author the complete control over the submission. Author can upload the abstract and check on the review status of your submission. The submission process consists of four stages:

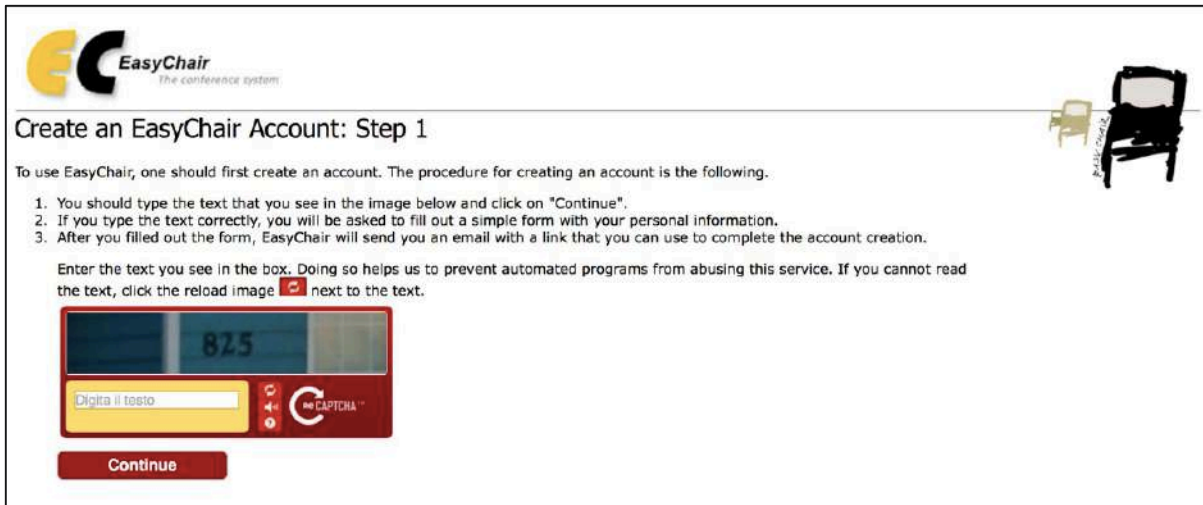
1. Abstract submission
2. Draft paper submission
3. Revised paper submission
4. Final paper submission

The committee will review all abstracts and notify the results to authors. The authors of accepted abstracts will be asked to submit a draft paper. The authors of accepted draft papers will be asked to submit a revised version. The result of the second revision will be notified after the conference, so that the final version of the paper will benefit from the discussions and opinions collected during the conference. This guide is intended to support authors during the submission process. It has five parts as following:

1. Setting up an account
2. Abstract submission
3. Draft paper submission
4. Revised paper submission
5. Final paper submission

Set up an account as an Author

First, the author will need to set up an account (username and password) as an author. Go to <https://easychair.org/conferences/?conf=5thicevt2018>. You will then be automatically directed to the page shown in Figure 1. Fill in the textbox with the distorted words that appear directly above it, and click on “Continue”




EasyChair
The conference system

Create an EasyChair Account: Step 1

To use EasyChair, one should first create an account. The procedure for creating an account is the following.

1. You should type the text that you see in the image below and click on "Continue".
2. If you type the text correctly, you will be asked to fill out a simple form with your personal information.
3. After you filled out the form, EasyChair will send you an email with a link that you can use to complete the account creation.

Enter the text you see in the box. Doing so helps us to prevent automated programs from abusing this service. If you cannot read the text, click the reload image  next to the text.

825

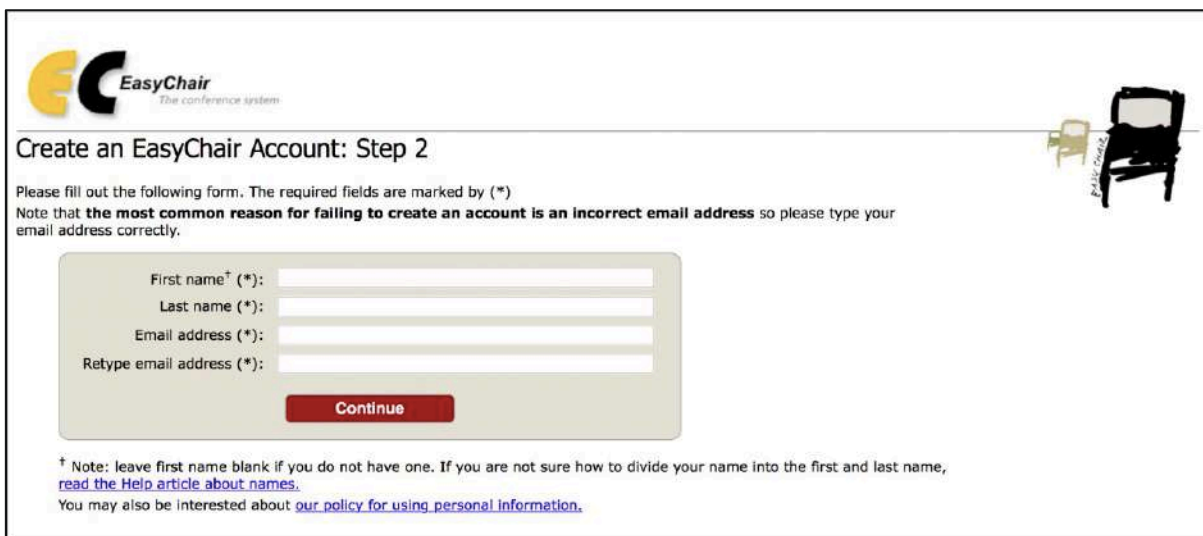
Digita il testo

NO CAPTCHA

Continue

Figure 1: Enter information to sign up

Then, follow the on-screen instructions and complete the form (as shown in Figure 2), and click on “Continue.”



EasyChair
The conference system

Create an EasyChair Account: Step 2

Please fill out the following form. The required fields are marked by (*)

Note that **the most common reason for failing to create an account is an incorrect email address** so please type your email address correctly.

First name* (*):

Last name (*):

Email address (*):

Retype email address (*):

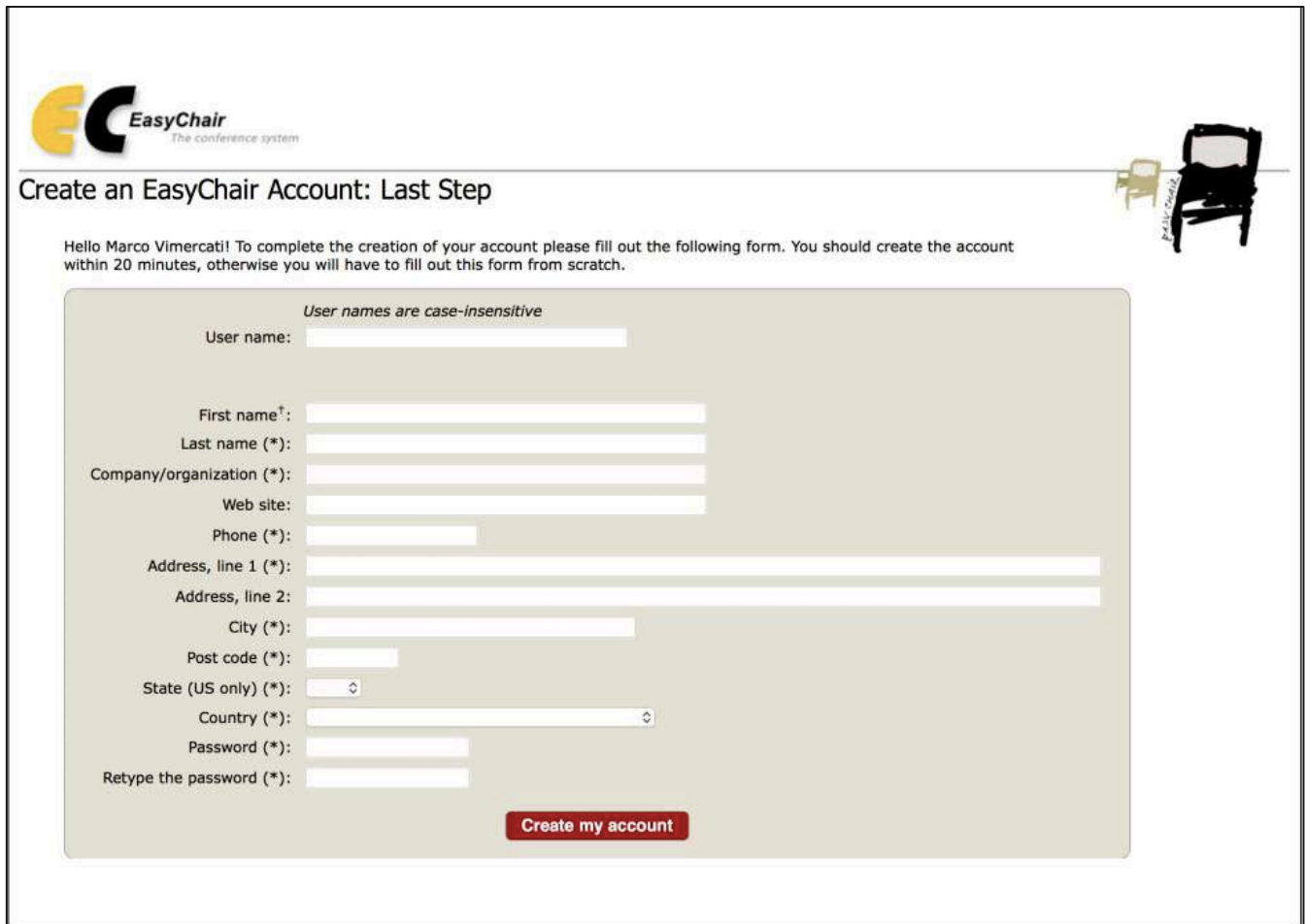
Continue

† Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, [read the Help article about names](#).

You may also be interested about [our policy for using personal information](#).

Figure 2: Fill in the form

After registering, you will receive an email similar to the one in Figure 3. Use the link provided in the email to continue the account registration process



EasyChair
The conference system

Create an EasyChair Account: Last Step

Hello Marco Vimercati! To complete the creation of your account please fill out the following form. You should create the account within 20 minutes, otherwise you will have to fill out this form from scratch.

User names are case-insensitive

User name:

First name[†]:

Last name (*):

Company/organization (*):

Web site:

Phone (*):

Address, line 1 (*):

Address, line 2:

City (*):

Post code (*):

State (US only) (*):

Country (*):

Password (*):

Retype the password (*):

Create my account

Figure 4: Create an account

After the account is registered, you may log in to 5th ICEVT 2018 simply by clicking on the “click this link” link (as shown in Figure 5), or on the following link:

<https://easychair.org/conferences/?conf=5thicevt2018>.

Note: If your username appears taken, it is possible that you have signed up for EasyChair in the past for another conference. In this case, you simply need to ask the system to remind you of your password based on your username



Account Created

Your EasyChair account has been created.

To log in for [click this link](#).

Figure 5: Link to the login page

Submit your Abstract(s)

After logging in to the EasyChair website for 5th ICEVT 2018, you may click on the “New Submission” link located in the top-left corner of the menu bar to submit a new abstract (as shown in Figure 6).

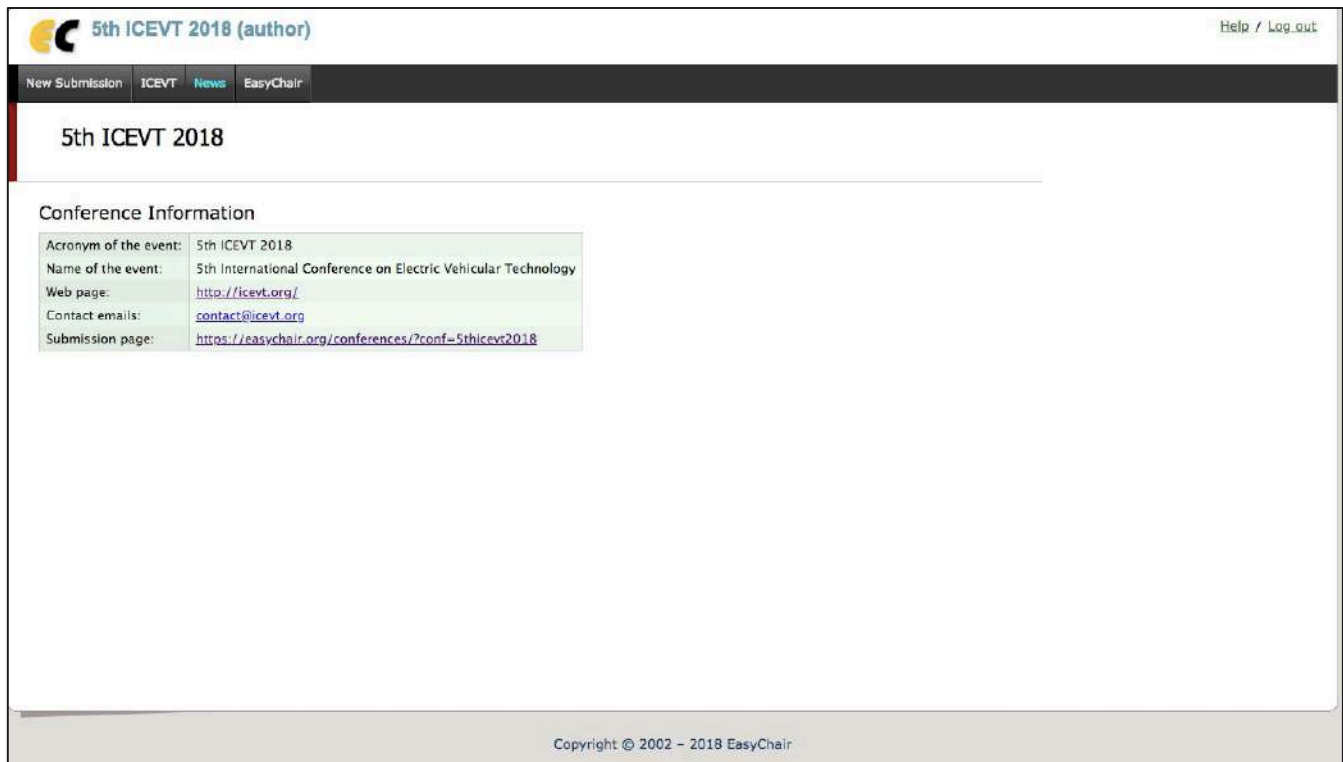



Figure 6: The main page for authors

Follow the on-screen instructions and fill out all of required information (as shown in Figure 7) about the authors.

Note: You must use the same email address that you signed up with when creating the EasyChair account.


5th ICEVT 2018 (author)
[Help](#) / [Log out](#)

New Submission
ICEVT
News
EasyChair

New Submission for 5th ICEVT 2018

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by (*).

Author Information

For each of the authors please fill out the form below. Some items on the form are explained here:

- Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for authors who are not corresponding. These authors will also have no access to the submission page.
- Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.

Author 1 ([click here to add yourself](#)) ([click here to add an associate](#))

First name[†]:

Last name (*):

Email (*):

Country (*):

Organization (*):

Web page:

corresponding author

Author 2 ([click here to add yourself](#)) ([click here to add an associate](#))

First name[†]:

Last name (*):

Email (*):

Country (*):

Organization (*):

Web page:

corresponding author

Author 3 ([click here to add yourself](#)) ([click here to add an associate](#))

First name[†]:

Last name (*):

Email (*):

Country (*):

Organization (*):

Web page:

corresponding author

[Click here to add more authors](#)

[†] Note: leave first name blank if there is no first name. If you are not sure how to divide a name into the first and last name, [read the Help article about names](#).

Figure 7: Authors information

Fill out the text abstract, keywords and the related topics (as shown in Figure 8).

Title and Abstract

The title and the abstract should be entered as plain text, they should not contain HTML elements.

Title (*):

The abstract should not exceed 250 words

Abstract (*):

Keywords

Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

Keywords (*):

Topics

Please select topics relevant to your submission from the following list.

<input type="checkbox"/> Battery Technology and Management System	<input type="checkbox"/> Control System
<input type="checkbox"/> Electric System, Drives, Motors, Machinery	<input type="checkbox"/> EV System and Integration
<input type="checkbox"/> Power Electronics and Its Applications	<input type="checkbox"/> EV Body, Chassis, and Platform
<input type="checkbox"/> EV Socio-Economical Impact and Commercialization	<input type="checkbox"/> Transportation Safety
<input type="checkbox"/> Lightweight Structure	<input type="checkbox"/> Cooling System for Electric Vehicle

Figure 8: Abstract submission

Click on the “Submit” link to submit your abstract (as shown in Figure 9). **Please do not submit the full paper or any other files at this stage.**

Uploads

The following part of the submission form was added by 5th ICEVT 2018. It has neither been checked nor endorsed by EasyChair

Paper. Upload your paper. The paper must be in PDF format (file extension .pdf)

No file chosen

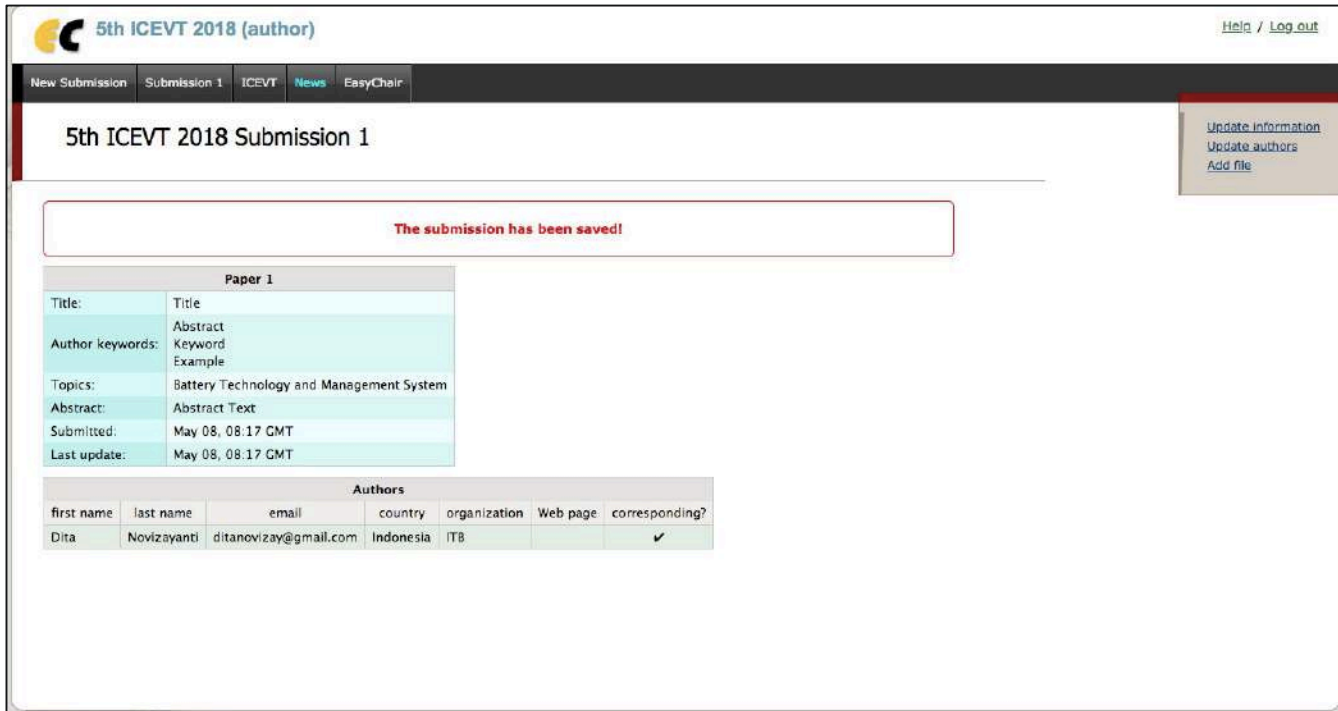
Ready?

If you filled out the form, press the 'Submit' button below. **Do not press the button twice: uploading may take time!**

Copyright © 2002 – 2018 EasyChair

Figure 9: Abstract submission

After completing a submission, a new menu bar ("Submission #" or "My Submissions" in the case of multiple submissions) is created (as shown in Figure 10). Click on “Submission #” for changing any information about the submission.



5th ICEVT 2018 (author) [Help](#) / [Log out](#)

New Submission Submission 1 ICEVT News EasyChair

5th ICEVT 2018 Submission 1

[Update information](#)
[Update authors](#)
[Add file](#)

The submission has been saved!

Paper 1	
Title:	Title
Author keywords:	Abstract Keyword Example
Topics:	Battery Technology and Management System
Abstract:	Abstract Text
Submitted:	May 08, 08:17 GMT
Last update:	May 08, 08:17 GMT

Authors						
first name	last name	email	country	organization	Web page	corresponding?
Dita	Novizayanti	ditanovizay@gmail.com	Indonesia	ITB		✓

Figure 10: A page for changing your submission(s)

Use the links at the top-right corner for:

- Updating information about your submission: select “Update information” from the right-hand menu of the Submission screen to change any of title, abstract and keywords of your submission.
- Updating author information for your submission: select “Update authors” to modify any information about the author(s) and click “save.” In the case of multiple authors, you can add (“Add new author”) or remove authors (Click on “X”); then update the order of the authors by selecting the “Reorder authors” button.
- Uploading files: the “Add file” link may be used to upload files. Please do not upload any files at this stage.
- Withdrawing the submission: select “Withdraw” to withdraw the submission.

At the end of the submission procedure (a new submission or an update of an old one), you will receive a confirmation email from 5thicevt2018@easychair.org. Once the review process is completed, you will receive acceptance/rejection notification with reviews by email.

Draft Paper Submission

You can submit a draft paper only by updating the submission you submitted as an abstract. Once you have completed the abstract submission, the menu bar "Submission #" or "My Submissions" in the case of multiple submissions is created. By clicking on this tab, you will access information about your submission, as shown in Figure 10. In particular, using the menu in the top-right corner, you may change the title, abstract, and keywords by selecting "Update information" and you may also update authors using the "Update authors" page. Most importantly, you have to submit a draft paper by selecting "Add file". After clicking on "Add file", you will be able to select the file you want to upload with the link "Select file", as shown in Figure 11. Once you have uploaded a draft paper, you may change the file by selecting "Update file" from the right-hand menu of this screen (which will replace the "Add file" link).

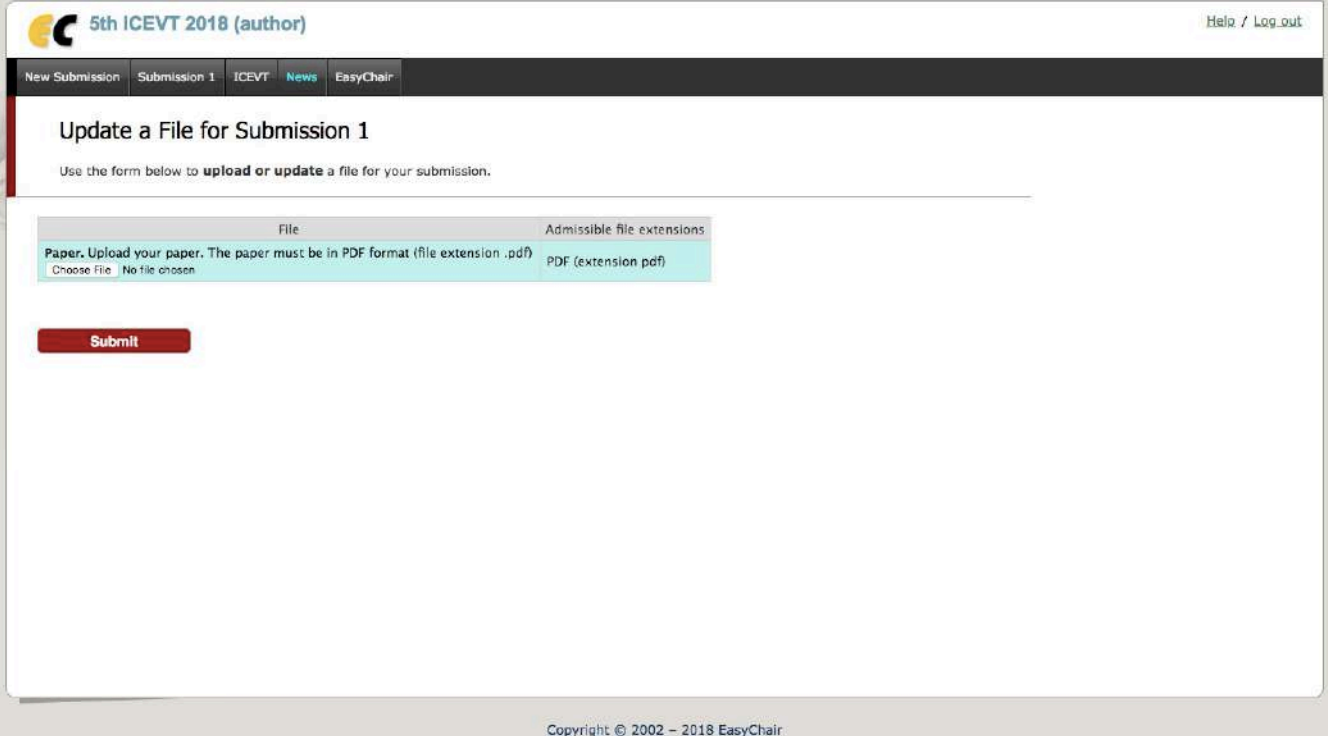


Figure 11: Uploading draft paper(s)

Once the draft paper review process is completed, you will receive acceptance/rejection notification with reviews by email.

Revised Paper Submission

If your draft paper was accepted, we request that you submit your revised paper electronically. To upload your final paper, click on "Submission #" 7 and select "Update file" from the right-hand menu of the Submission screen. After selecting the file that you wish to upload from your computer, submit your revised paper by selecting the "Submit" button.

Final Paper Submission

After the final revision, we request that you submit your revised paper electronically. To upload your final paper, click on "Submission #" and select "Update file" from the right-hand menu of the Submission screen. After selecting the file that you wish to upload from your computer, submit your final paper by selecting the "Submit" button.

Contact Us

Shall you require more information regarding the submission process, technical issues or other inquiries, please do not hesitate to contact us via email to: contact@icevt.org